



KARNATAKA STATE PHARMACY COUNCIL
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Renewal of Registration

General Instructions:

Online Renewal Registration system- Scan and keep ready the following documents before applying for Renewal of your Registration.

1. Photo - Scan your recent passport size colour photo (Specifications: Image Extension: jpg, png, Maximum Size: 2mb).
2. Signature - Scanned or digital image of your signature (Specifications: Image Extension: jpg, png , Maximum Size: 2mb)
3. Aadhar Card- Scan and upload (Specifications: Image Extension: jpg, png , Maximum Size: 2mb)

Professional Status

Scan and keep ready the following documents in .pdf format.

a. Employed

- Organization/Institution/Company etc. – Certificate on a letterhead from the Organization/ Employer/ Institution / Company etc., that you are employed and currently working.

b. Retail/Pharmacy Outlet / Wholesale Pharmaceutical Distribution (License form type 20, 20-A, 20-G, 20-F, 21, 21-A, 21-B etc))

- **Owner** -License Certificate showing validity issued from the Office of Assistant Drugs Controller of concerned Jurisdiction.
- **Chain Pharmacy**–Certificate on a Company letterhead with seal and signature that you are employed and currently working + ID Card issued by the Company.
- **Hospital /Nursing home** – License Certificate showing validity issued from the Office of Assistant Drugs Controller of concerned Jurisdiction **OR** Certificate on letterhead of the Hospital / Nursing home duly signed by the Head of the institution that you are employed and currently working + ID Card.

- **Retail Outlets** - License Certificate showing validity issued from the Office of Assistant Drugs Controller of concerned Jurisdiction + Employer or Proprietors Aadhar card.

c. Unemployed – Affidavit on Rs.20/- Non-Judicial Bond Paper Attested by Notary

<http://www.kspcdic.com/sites/default/files/Affidavit%20for%20Unemployed%20Registered%20Pharmacist%20-%202024-01-2018.pdf>)

- **House Wife**
- **Retired**
- **Senior Citizen**
- **Others**

d. Working other than Pharmacy Profession

Certificate issued from the Employer.

e. Self-employed - consultant for a firm / industry etc

Any document issued by the Government.

f. Pharmacists working Abroad

- Certificate on a letterhead from the Organization/ Employer/ Institution / Company etc., that you are employed and currently working + Copy of the Passport.

g. Student

- Certificate on a letterhead from the college that you are a student + your College ID Card.